

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**May 10, 2022**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, May 10, 2022 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

**Members Present:**

Ms. Eve Belote  
Mr. Robert Bloxom  
Mr. Andre Elliott  
Mr. Rick Hubbard  
Dr. Peggy Shaeffer

**Others Present:**

Ms. Lisa Sedjat, Executive Director  
Ms. Sharon Jones, Director of Finance and Administration  
Ms. Molly Walker, Director of Clinical Services & QI  
Ms. Barbara James, Office Services Specialist

**Absent:**

Mr. Richard Freeman  
Ms. Kim Wilkerson

Ms. Belote, Chair, called the meeting to order at 8:59 am.

**Approval of Minutes –**

Mr. Bloxom made a motion to approve the April 12, 2022 minutes. Dr. Shaeffer seconded, and they were unanimously approved by a voice vote.

**Finance Director's Report –**

Ms. Jones referenced the board report that is appended herewith.

**Public Comment –**

There was none.

### **Items Requiring Board Action –**

Approval of revised ESCSB P&P CS 002-Orientation of Consumers to Services, and ESCSB P&P CS 003-Clinical Assessments. Mr. Hubbard made a motion to approve with changes. Mr. Elliott seconded, and they were approved unanimously by a voice vote.

### **Executive Director –**

Ms. Sedjat referenced the board report that is appended herewith.

Ms. Sedjat referenced the newsletter and stated Ms. Wessells had fun ideas to continue to improve morale.

Ms. Sedjat stated July 12, 2022 Board meeting will be the field trip for board members to visit the sites.

Ms. Sedjat stated currently operating Hartman House and Dogwood View Apartments as residential options for individuals with ID/DD.

Ms. Sedjat went over the DOC Earned Credit for the July release of inmates.

Ms. Sedjat stated the ESCSB collaborated with other local agencies to provide Active Shooter Training, debriefing and MH First Aid.

Ms. Sedjat stated ESCSB banners will be hung at the sites.

Ms. Sedjat went over the Transportation Survey.

Ms. Sedjat went over the DMAS memo regarding Medicaid reimbursement changes.

### **Disability Program Reports-**

#### **Clinical Services and Quality Improvement –**

Ms. Walker referenced the board report that is appended herewith.

Ms. Walker stated completed revision of all programmatic policies.

Ms. Walker stated continue to decrease number of incomplete services, direct positive impact on billing.

Ms. Walker went over “Recovery Behind the Wall”, a program with the jails.

**Prevention-**

Ms. Sedjat referenced the board report that is appended herewith.

**Developmental Services –**

Ms. Sedjat referenced the board report that is appended herewith.

**Human Resources –**

Ms. Sedjat referenced the board report that is appended herewith.

**IT Director –**

Ms. Sedjat referenced the board report that is appended herewith.

**Old Business –**

There was none.

**New Business –**

Ms. Belote stated the Executive Director’s evaluation is due June 14, 2022.

Mr. Bloxom made a motion that the Board convene a closed session for the purpose of holding a discussion of a personnel issue and a legal issue, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia of 1950, as amended. Dr. Shaeffer seconded. The motion was passed unanimously with a voice vote.

Mr. Bloxom made a motion the Board reconvene in open session and that a roll call be taken and recorded on this motion so that each member who votes in factor shall thereby certify compliance with all the matters identified in Section 2.2-3712(D) of the Code of Virginia of 1950 as amended. Dr. Shaeffer seconded. The motion was passed unanimously with Mr. Hubbard, yes voice vote, Mr. Elliott, yes voice vote, Mr. Bloxom, yes voice vote, Dr. Shaeffer, yes voice vote, and Ms. Belote, yes voice vote.

Mr. Bloxom made a motion to adjourn the meeting and Mr. Elliott seconded. The motion was passed unanimously and the meeting adjourned at 10:49 am.

The next board meeting will be Tuesday, June 14, 2022, at 8:30 am.

Barbara James, Recording Secretary, Kim Wilkerson, Secretary  
**These minutes are subject to full Board Approval.**